

Town of Pembroke
Recreation Commission
100 Center St.
Pembroke, MA 02359
781-293-3249

Pembroke Recreation Commission

Minutes of Meeting of Jan 18, 2021 (postponed from Jan 11, 2022)

Present: Acting Director Jessica Fulmine, Eric Hurt, Ginger Comeau, Rachel Quinlan, Tim Folan, Nicole Pedro, Grant Nickerson (joined at 7:51 by George Grey)

Meeting opened @ 7:34 PM

Recreation Facilities Update:

- Reale Associates Playground Audit:
Acting Director Jessica Fulmine will reach out to DPW via email to discuss steps to be taken to close playgrounds and remove equipment as per the recommendations of the playground audit
- Community Center Items:
Asst. Town Manager Sabrina Chilcott has been in contact with Superintendent Erin Obey in an effort to secure a location for the Recreation Dept's After School Program for the remainder of the 21-22 school year at one of the town's schools. A temporary location to host the Rec Dept's Summer Program remains undetermined.

Acting Director Jessica Fulmine has requested that the custodian remove plaques at Community Center for safe keeping.

Town Manager Bill Chenard will be joining Recreation Commission's next meeting to discuss questions and concerns about transition from current Community Center into new building, as well as interim plans. Questions Commissioners wish to discuss include plans for location of Rec Dept's Summer Program as well as ensuring that Rec Dept personnel have input re: design implementation for the new facility.

Review of Minutes:

Commissioners reviewed minutes of Dec. 14, 2021 meeting. VOTE: Motion to accept the minutes of Dec. 14, 2021 meeting was made by Ginger Comeau, seconded by Grant Nickerson. All in favor.

Correspondence:

Commissioners reviewed recent correspondence, including notices from Board of Zoning and Building and Zoning Board of Appeals.

VOTE: Motion to accept correspondence was made by Ginger Comeau, seconded by Tim Folan. All in favor.

Finances:

No large expenditures are looming immediately

Recreation Dept will sustain some loss of revenue without rental for gym, rooms for parties, etc, in the interim between closure of current Community Center and opening of new facility.

The Summer Program needs to be in place to ensure revenue to pay for the salaries of the summer staff.

Director's Report:

- Tenants of the Community Center have all received letters to vacate premises by 1/20/22.
- Daycare received an extension until 2/20/22.
- All Recreation programs will conclude 2/16/22, with Recreation Dept vacating building by 3/1/22.
- Per meeting with Superintendent of Schools Erin Obey and Town Manager William Chenard, there may be space in Bryantville Elementary for the Rec Dept after school program, though transportation remains unresolved. There is the possibility of Rec having access to CoA van to assist with transport students from Hobomock (6 students) and North Pembroke Elementary (5 students) to Bryantville Elementary.
- Until temporary location for program is finalized, Rec Dept remains unable to plan programming past the end of February.
- Director Sue Roche submitted a letter of resignation to Town Manager, effective 12/27/21. Currently there does not appear to be any push to fill the Director's role, as the position has not yet been posted. As the transition from the current facility into the new facility is not the only component of the Director's role, there is a need for a Director to manage these issues (playgrounds, fields, etc) in addition to the transition to the new facility.

Conflict of Interest Packet:

Commissioners received conflict of interest training packet, with instructions to undergo training and return certificate of completion as soon as possible.

Old Business:

- An article for the Spring Town Meeting for \$51,400.24 for purchase of a Ford 350 with Downeaster Dump
- An article for Spring Town Meeting for \$9,360.00 for the purchase of a commercial grade mower with bagger and that can be driven on/ off truck

New Business:

Commissioners to prepare questions for Town Manager Bill Chenard who will be attending the next Recreation Commission meeting.

Future Board Meetings:

Board Meeting Tuesday, Feb 8, 2022

Board Meeting Tuesday, March 8, 2022

Adjournment: 9:12 pm

VOTE: Motion to close the meeting was made by Rachel Quinlan, seconded by Ginger Comeau. All in favor. Meeting Adjourned.

Minutes recorded by Rachel Quinlan